



ADMINISTRATION AND  
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE  
1950 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1950

23 JUL 2004


Honorable Duncan Hunter  
Chairman  
House Armed Services Committee  
House of Representatives  
Washington, D.C. 20515

Dear Mr. Chairman:

Enclosed is a copy of the charter establishing the Defense Task Force on Sexual Harassment and Violence at the Military Service Academies, which is being filed with you in accordance with P.L. 92-463, the "Federal Advisory Committee Act."

Copies of this charter are also being filed with the Senate Committee on Armed Services and the Library of Congress.

Sincerely,

  
Howard G. Becker  
Deputy Director

Enclosure:  
As stated

**Charter**  
**Defense Task Force on Sexual Harassment**  
**and Violence at the Military Service Academies**

A. Official Designation: Defense Task Force on Sexual Harassment and Violence at the Military Service Academies. The Task Force shall comply with all requirements of Pub. L. 92-463, "The Federal Advisory Committee Act," and DoD Directive 5105.4, "DoD Federal Advisory Committee Management Program," February 10, 2003.

B. Objectives and Scope of Activities: The Task Force shall assess and make recommendations concerning how the Departments of the Army and the Navy may more effectively address matters relating to sexual harassment and violence at the United States Military Academy and the United States Naval Academy (including any recommended changes in law). It shall then report its findings, conclusions and recommendations. In carrying out this study the Task Force shall address the following issues.

- (1) Effective prevention of sexual harassment and violence;
- (2) Victims' safety programs;
- (3) Offender accountability;
- (4) Collaboration among military organizations with responsibility or jurisdiction with respect to sexual harassment and violence;
- (5) Coordination between military and civilian communities, including local support organizations, with respect to sexual harassment and violence;
- (6) Coordination between military and civilian communities, including civilian law enforcement relating to acts of sexual harassment and violence;
- (7) Data collection and case management and tracking;
- (8) Curricula and training, including standard training programs for cadets at the United States Military Academy and midshipmen at the United States Naval Academy and for permanent personnel assigned to those academies;
- (9) Responses to sexual harassment and violence at these academies, including standard guidelines;
- (10) Propriety of inclusion of cases of sexual assault at the Academies in the Department of Defense Data Base known as the Defense Incident-Based Reporting System;
- (11) The findings and recommendations of previous reviews and investigations of sexual harassment and violence at these academies;
- (12) Any other issues identified by the Task Force relating to sexual harassment and violence at these academies;
- (13) Any barriers to implementation of improvements proposed by the Task Force;
- (14) Any areas of concern that were previously not addressed in prior reports;
- (15) The findings and recommendations of the Fowler Commission; and,
- (16) The data, findings and recommendations of Department of Defense Inspector General's review of this topic that currently is in progress.

C. Period of Time to Carry Out its Purposes: Not later than 12 months after appointment of all members, the panel shall submit a report on the study to the Secretary of Defense and to the Secretaries of the Army and the Navy.

D. Official to Whom the Task Force Reports: The Task Force reports to the Secretary of Defense with functional responsibilities under the staff cognizance of the Office of the Under Secretary of Defense (Personnel and Readiness). The Secretary of Defense shall appoint a Co-Chair who, with the elected Co-Chair, has the authority to approve or call each meeting, to approve the meeting agenda, to attend all meetings, and to co-chair meetings. The Co-Chair shall have the authority, with the elected Co-Chair, to adjourn any meeting of the Committee which is not considered to be in the public interest.

E. Agency Responsible for Providing Necessary Support: Washington Headquarters Service will provide such personnel, facilities, and other administrative support necessary for the performance of the Task Force's functions.

F. Duties: The duties of the Task Force include carrying out the study (as outlined in paragraph B above) and reporting the findings and conclusions of the panel as a result of the study and any recommendations for legislative or administrative action that the Task Force considers appropriate in light of the study.

G. Composition: The Task Force shall consist of not more than 14 members, to be appointed by the Secretary of Defense. Members shall be appointed from each of the Army, Navy, Air Force and Marine Corps, and shall include an equal number of personnel of the Department of Defense (military and civilian) and persons outside the Department of Defense. Members appointed from outside the Department of Defense may be appointed from other Federal Departments and agencies, from State and local agencies, or from the private sector. The Secretary shall ensure that the membership of the task force appointed from the Department of Defense includes at least one judge advocate. Each member of the Task Force appointed from outside the Department of Defense shall be an individual who has demonstrated expertise in the area of sexual harassment and violence or shall be appointed from one of the following:

- (1) A representative from the Office of Civil Rights of the Department of Education.
- (2) A representative from the Centers for Disease Control and Prevention of the Department of Health and Human Services.
- (3) A sexual assault policy and advocacy organization.
- (4) A civilian law enforcement agency.
- (5) A judicial policy organization.
- (6) A national crime victim policy organization.

There shall be two co-chairs of the Task Force. One of the co-chairs shall be designated by the Secretary of Defense at the time of appointment from among the Department of Defense personnel on the Task Force. The other co-chair shall be selected from among the members appointed from outside the Department of Defense by those members.

H. Period of Appointment: Members shall be appointed for the life of the panel. Any vacancy in the panel shall be filled in the same manner as the original appointment.

I. Annual Operating Costs: Each member of the Task Force who is a member of the Armed Forces or a civilian officer or employee of the United States shall serve without compensation (other than the compensation to which entitled as a member of the Armed Forces or an officer or employee of the United States, as the case may be). Other members of the Task Force shall be appointed in accordance with and subject to, section 3161 of title 5, United States Code. In addition to the members of the Task Force, the annual person-years of Federal Staff support for the panel will not exceed 18 or the use of 18 billets for 18 months. It is estimated that the annual travel/meeting budget to support the Task Force will not exceed \$1,000,000 which includes travel costs, per diem, and meeting expenses.

J. Number and Frequency of Committee Meetings: The Task Force shall meet at the call of the Co-Chairs.

K. Termination Date: The panel shall terminate upon the completion of its mission or two years from the date this Charter is filed, whichever is sooner.

L. Filing Date: July 23, 2004